

U.S. DEPARTMENT OF STATE
U.S. EMBASSY HANOI
Public Affairs Section
Notice of Funding Opportunity

Funding Opportunity Title: YSEALI Regional Workshop: Fostering Innovation in Higher Education
Funding Opportunity Number: 22-VNM-NOFO-02
Deadline for Applications: 11:59 p.m. GMT+7, June 28, 2022
CFDA Number: 19.040
Total Amount Available: \$100,000 - \$250,000 (Subject to availability of funding)

A. PROGRAM DESCRIPTION

The Public Affairs Section of the U.S. Embassy Hanoi of the U.S. Department of State announces an open competition for a cooperative agreement to develop and implement a Young Southeast Asian Leaders Initiative (YSEALI) Regional Workshop on *fostering innovation in higher education in an age of global partnerships*, in Hanoi pending availability of funding. Please carefully follow all instructions below.

Priority Region: Brunei, Cambodia, Indonesia, Malaysia, Myanmar, Philippines, Laos, Singapore, Thailand, Vietnam, and Timor-Leste.

Program Objectives:

YSEALI (yseali.state.gov) is the U.S. government's signature initiative to engage emerging leaders in Southeast Asia. The program aims to create a network of young Southeast Asian leaders who work across national borders to solve common problems. Through a variety of programs and engagements, YSEALI seeks to build the leadership capabilities of youth in the region, strengthen ties between the United States and Southeast Asia, and nurture a community of leaders who work across borders to solve shared issues.

YSEALI is open to young leaders ages 18-35 who are both citizens and residents of the Association of Southeast Asian Nations (ASEAN) member countries (Brunei, Burma, Cambodia, Indonesia, Laos, Malaysia, the Philippines, Singapore, Thailand, and Vietnam) or Timor-Leste. Responding to priorities from youth in the ASEAN region, YSEALI programs focus on four themes (Economic Growth, Sustainable Development, Education, and Civic Engagement).

One component of YSEALI is the annual Regional Workshops held across Southeast Asia on strategic topics.

This regional workshop on fostering innovation in higher education in an age of global partnerships will advance the YSEALI theme of strengthening the capacity and skills of teachers/administrators and U.S. Embassy Hanoi's strategic goal of partnering with Vietnam to encourage greater dynamism, innovation, and internationalization in higher education to respond to an increasingly globalized 21st century knowledge-based economy.

The U.S. Embassy in Hanoi is seeking proposals from organizations to design, plan, and implement a four-day workshop (not inclusive of travel dates) in April 2023. We particularly welcome proposals or joint proposals from higher education institutions. This workshop will gather approximately 50-70 YSEALI members between the age of 22-35 from all ten ASEAN countries and Timor-Leste. This workshop is designed for audiences who are working as teachers, academics, administrators, policy makers and advocates, and other young professionals from higher education institutions, government agencies, education-related non-government organizations (NGOs) and Community Service Organizations (CSOs). The workshop will focus on increasing collaboration amongst the higher education systems of ASEAN nations and Timor-Leste to enable higher education institutions in the region to support each other in the process of being more internationally integrated. The workshop will focus on how, through the process of internationalizing, institutions can help support each other through resource sharing and modeling best practices in degree and program design, experiential learning, and inclusive education. From phenomenon and project-based learning, career and vocational training and guidance counseling, to improving accessibility for populations facing barriers—participants will see how establishing and deepening their international partners can help them foster innovation both on and off campus—providing a new model of higher education and collaboration across Southeast Asian nations. Participants in this program will have the unique opportunity to work with subject matter experts throughout the workshop and learn from each other about successfully using internationalization to innovate and respond to vexing domestic institutional and systemic issues.

Emphasizing transforming higher education as leverage for human capital development and strengthening people-to-people ties between the United States, ASEAN member nations and their respective higher education communities, this workshop will also contribute to the work of the ASEAN University Network which shares the common goals and objectives of nurturing collaboration amongst universities and colleges in the region.

This workshop will empower young leaders in ASEAN and Timor-Leste with the knowledge and skills necessary to integrate their institutions internationally for multicultural success in both higher education and the economy writ large. To achieve this goal, the workshop will cover a wide range of topics not limited to:

- Developing an internationalized curriculum;

- Designing dual and joint degree programs with international partners;
- Promoting experiential learning methods including phenomenon and project-based learning, problem-solving skills, practicums, service learning and field studies;
- Maximizing the use of digital resources;
- Incorporating vocational training and career guidance programs;
- Encouraging institutional resource sharing through e-Libraries and interlibrary loan programs;
- Fostering inclusive education and improving accessibility for marginalized populations, persons with disabilities, and students with significant financial barriers;
- Integrating public-private sector cooperation to support internationalization in higher education;
- Utilizing successful models of U.S. higher education collaboration and innovation.

Participants will have the opportunity to connect with other young leaders, guest speakers, facilitators, and mentors who represent different sectors and institutions from the United States, the ASEAN region, and Timor-Leste. As a result, these intercultural interactions will set the stage for long-term engagement and transnational cooperation. The workshop will incorporate several activities, including:

- Seminars and presentations designed to provide best practices from USG Alumni, U.S. and ASEAN education institutions, business and civic leaders, and other young leaders from the ASEAN region and Timor-Leste;
- Interactive group activities to encourage young leaders to initiate solutions to institutional problems shared across the region;
- Networking events among participants, speakers, facilitators and mentors;
- Capacity building and skills training to strengthen key professional skills;
- Site visits to illustrate tangible models and practical viewpoints on relevant issues;
- A small grants competition to launch participants' initiatives to establish partnerships amongst ASEAN and Timor-Leste higher education institutions;
- Virtual pre and post engagement as well as an in-person workshop with a mix of synchronous and asynchronous activities;
- Cultural activities and a reception;
- Continued post-program mentorship from subject matter experts.

The proposal should include workshop follow-on activities such as virtual collaborative work, projects funded through small seed grants, or ongoing mentorship. The follow-on activity should be included in the monitoring and evaluation plan.

The proposal should include a pre and post workshop survey to measure the overall effectiveness of the workshop as well as any changes to the participants' knowledge of the workshop topic.

The concepts of leadership, giving back, and strengthening a Southeast Asian/ASEAN identity based on shared values and shared challenges should be integrated into the program.

Workshop speakers/facilitators/mentors should be citizens of the United States, an ASEAN member country, or Timor-Leste.

The recipient is expected to develop syllabus materials and an event program with participant and speaker biographies, as well as design banners, backdrops, and other printed materials. The recipient is expected to design a digital engagement strategy for workshop participants and social media audiences, including live video or live online engagement during the program.

No new website specific to the event should be created or launched. Domain, hosting and build costs will not be covered.

Participants and Audiences:

The recipient will coordinate with U.S. Embassy Hanoi and with the U.S. embassies in ASEAN and Timor-Leste to recruit and select 50-70 participants. Participants will be registered YSEALI members and be between the ages of 22-35, who have leadership potential, a commitment to improve their community and possess experience relevant to higher education such as program management, program and degree design, international education cooperation/relations, tertiary teaching and research, library and resource management, curriculum design, higher education administration or policy making from government bodies. Participants should demonstrate their leadership and active engagement in effecting change in their home communities and in the region. Participants should be racially, ethnically, religiously, and experientially diverse. A premium should be placed on recruiting a geographically diverse group of participants, with an emphasis on participants who hail from provincial regions outside the capitals of their respective nations. Participants must be citizens and residents of an ASEAN member country or Timor-Leste.

All participants must be proficient in written and spoken English. All programs must include participants from all ten ASEAN member countries and Timor-Leste.

The workshop will be conducted in English.

The recipient will be responsible for arranging and using cooperative agreement funds to cover all elements related to participant and staff travel including international and domestic flights, visas, travel to and from airports, accommodations, per diem, meals during the program, insurance, etc...

B. FEDERAL AWARD INFORMATION

Length of performance period: 12 months or less

Number of awards anticipated: One

Award amounts: award may range from a minimum of \$100,000 to a maximum of \$250,000. Subject to availability of funding.

Total available funding: \$100,000 - \$250,000

Type of Funding: FY20 Public Diplomacy Funds

Anticipated program start date: April 2, 2023

This notice is subject to availability of funding.

Cooperative agreement: The U.S. Embassy Hanoi will have substantial involvement in the development, content, and schedule of the workshop. In consultation with the coordinating U.S. Embassy Hanoi, the award recipient must actively engage all relevant U.S. embassies related to the recruitment and selection process as well as communication with the participants.

Working closely with U.S. Embassy Hanoi, the recipient of this cooperative agreement shall develop a robust program for the workshop; schedule the event at a mutually agreed upon location; manage the application and selection process through a secure portal; develop the agenda and content for the workshop; recruit speaker(s); manage all travel logistics for participants and speakers; and generate content for social media and other publicity. The recipient is expected to provide all design files, photos and video recorded, as well as a promotion-ready, U.S. Embassy-approved photo album and a video series of the workshop after completion.

Regular, transparent communication via email, phone and video conference calls and face-to-face meetings (as appropriate) with the Grants Officer, Grants Officer Representative, and Program Officer throughout the period of performance is critical to the success of this cooperative agreement.

All major elements of the program and its content require advance approval by U.S. Embassy Hanoi, including, but not limited to:

- Choices of dates, venue, accommodations, and menus;
- Final selection of participants, mentors, and speakers (from the United States, an ASEAN member country, or Timor-Leste);
- Titles, format, and content of workshop sessions and other program activities;
- Design and content of all marketing materials, publicity, and media products.

Program Performance Period: Proposed programs should be completed in 12 months or less. The workshop must be a minimum of three full days not including travel days.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

The following organizations are eligible to apply:

- U.S. public and private educational institutions
- U.S. not-for-profit organizations, including think tanks
- Foreign public and private educational institutions
- Foreign not-for-profit organizations, including think tanks

2. Cost Sharing or Matching

Proposals which include a cost share are strongly encouraged and have a higher possibility of being funded.

3. Other Eligibility Requirements

In order to be eligible to receive an award, all organizations must have a unique entity identifier (Data Universal Numbering System/DUNS number from Dun & Bradstreet), as well as a valid registration on www.SAM.gov. Please see Section D.3 for information on how to obtain these registrations. Individuals are not required to have a unique entity identifier or be registered in SAM.gov.

D. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

Application forms and templates are available at www.Grant.gov as well as the U.S. Mission to Vietnam Website at <https://vn.usembassy.gov/education-culture/grants-and-scholarship-opportunities/> under the announcement title YSEALI Regional Workshop: “Fostering Innovation in Higher Education”, funding opportunity number 22-VNM-NOFO-02.

2. Content and Form of Application Submission

Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will be ineligible.

3. Content of Application

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity
- All documents are in English
- All budgets are in U.S. dollars
- All pages are numbered
- All documents are formatted to 8 ½ x 11 paper, and
- All Microsoft Word documents are single-spaced, 12-point Times New Roman font, with a minimum of 1-inch margins.

The following documents are required:

1. Mandatory application forms

- [SF-424 \(Application for Federal Assistance – organizations\)](#)
- [SF-424A \(Budget Information for Non-Construction programs\)](#)
- [SF-424B \(Assurances for Non-Construction programs\)](#) (note: the SF-424B is only required for individuals and for organizations not registered in SAM.gov)

2. Summary Page: Cover sheet stating the applicant name and organization, proposal date, program title, program period proposed start and end date, and brief purpose of the program.

3. Proposal (15 pages maximum): The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. Please find the templates here: [Proposal](#) and [Detailed-line item budget](#). You may use your own proposal format, but it must include all the items below.

- **Proposal Summary:** Short narrative that outlines the proposed program, including program objectives and anticipated impact.
- **Introduction to the Organization Applying:** A description of past and present operations, showing ability to carry out the program, including information on all previous grants from the U.S. Embassy and/or U.S. government agencies.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Program Goals and Objectives:** The “goals” describe what the program is intended to achieve. The “objectives” refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable.
- **Program Activities:** Describe the program activities and how they will help achieve the objectives (including post workshop follow-up).
- **Program Methods and Design:** A description of how the program is expected to work to solve the stated problem and achieve the goal. Include a logic model as appropriate.

- **Proposed Program Schedule and Timeline:** The proposed timeline for the program activities. Include the dates, times, and locations of planned activities and events.
- **Key Personnel:** Names, titles, roles and experience/qualifications of key personnel involved in the program. What proportion of their time will be used in support of this program?
- **Program Partners:** List the names and type of involvement of key partner organizations and sub-awardees.
- **Program Monitoring and Evaluation Plan:** This is an important part of successful grants. Throughout the time-frame of the grant, how will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it is meeting the goals of the grant?
- **Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.
- **Budget Justification Narrative:** Describe each of the budget expenses in detail. The budget should not exceed [USD]. See section *H. Other Information: Guidelines for Budget Submissions* below for further information.

4. Attachments:

- 1-page CV or resume of key personnel who are proposed for the program
- Letters of support from program partners describing the roles and responsibilities of each partner
- If your organization has a NICRA and includes NICRA charges in the budget, your latest NICRA should be included as a PDF file
- Official permission letters, if required for program activities

5. Unique Entity Identifier and System for Award Management (SAM.gov)

Required Registrations:

Any applicant listed on the Excluded Parties List System (EPLS) in the [System for Award Management \(SAM\)](#) is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity listed on the EPLS can participate in any activities under an award. All applicants are strongly encouraged to review the EPLS in SAM to ensure that no ineligible entity is included.

All organizations applying for grants (except individuals) must obtain these registrations. All are free of charge:

- Unique entity identifier from Dun & Bradstreet (DUNS number)

- NCAGE/CAGE code
- www.SAM.gov registration

Step 1: Apply for a DUNS number and an NCAGE number (these can be completed simultaneously)

DUNS application: Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. If your organization does not have one already, you may obtain one by calling 1-866-705-5711 or visiting

<http://fedgov.dnb.com/webform>

NCAGE application: Application page here:

<https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>

Instructions for the NCAGE application process:

<https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCAGE.pdf>

For NCAGE help from within the U.S., call 1-888-227-2423

For NCAGE help from outside the U.S., call 1-269-961-7766

Email NCAGE@dlis.dla.mil for any problems in getting an NCAGE code.

Step 2: After receiving the NCAGE Code, proceed to register in SAM.gov by logging onto: <https://www.sam.gov>. SAM registration must be renewed annually.

4. Submission Dates and Times

Applications are due no later than 11:59 p.m. GMT+7 on June 28, 2022 via email to PhamPM@state.gov with the subject line: YSEALI Regional Workshop 2023/Name of organization. Attachments MUST NOT be compressed into rar. file.

5. Funding Restrictions

The U.S. Department of State will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. Federal awards generally will not allow reimbursement of pre-Federal award costs; however, the grant officer may approve pre-award cost on a case by case basis. Construction costs are not allowed under the U.S. Department of State awards.

6. Other Submission Requirements

All application materials must be submitted by email to PhamPM@state.gov by 11:59 p.m. GMT+7 on June 28, 2022. Late submissions will not be considered. Submission will automatically log the date and time an application submission is made, and the U.S. Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered unless the U.S. Department of State point of contact listed in section G is contacted prior to the deadline and is provided with evidence of system errors outside of the applicants' control and is the sole reason for a late submission. Applicants should not expect a notification upon the U.S. Department of State receiving their application.

E. APPLICATION REVIEW INFORMATION

1. Criteria

Each application will be evaluated and rated based on the evaluation criteria outlined below.

- **Quality and Feasibility of the Program Idea** – 25 points: The program idea is well developed, with detail about how program activities will be carried out. The proposal includes a reasonable implementation timeline.
- **Organizational Capacity and Record on Previous Grants** – 25 points: The organization has expertise in its stated field and has the internal controls in place to manage federal funds. This includes a financial management system and a bank account.
- **Program Planning/Ability to Achieve Objectives** – 15 points: Goals and objectives are clearly stated and program approach is likely to provide maximum impact in achieving the proposed results.
- **Budget** – 10 points: The budget justification is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities.
- **Monitoring and evaluation plan** – 15 points: Applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators, and shows how and when those will be measured.
- **Sustainability** – 10 points: Program activities will continue to have positive impacts after the end of the program.

2. Review and Selection Process

A Grants Review Committee will evaluate all eligible applications.

3. Federal Awardee Performance & Integrity Information System (FAPIIS)

For any Federal award under a notice of funding opportunity, if the Federal awarding agency anticipates that the total Federal share will be greater than the simplified acquisition threshold on any Federal award under a notice of funding opportunity may include, over the period of performance (see §200.88 Simplified Acquisition Threshold), this section must also inform applicants:

- i. That the Federal awarding agency, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313);
- ii. That an applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM;
- iii. That the Federal awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in §200.205 Federal awarding agency review of risk posed by applicants.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

The cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document and it will be provided to the recipient for review and signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation

and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

Payment Method: The recipient must request payment under this award by completing form SF-270—Request for Advance or Reimbursement and submitting the form to the Grants Officer. Unless otherwise stipulated, the recipient may request payments on a reimbursement or advance basis.

2. Administrative and National Policy Requirements

Terms and Conditions: Before submitting an application, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply. These include:

- [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](#)
- [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](#)
- [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](#)
- [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE \(FINANCIAL ASSISTANCE\)](#)
- [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](#)
- [2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS](#)
- [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](#)

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Department of State will review and consider applications for funding, as applicable to specific programs, pursuant to this notice of funding opportunity in accordance with the following: NOTE:

- President's September 2, 2020 memorandum, entitled *Memorandum on Reviewing Funding to State and Local Government Recipients of Federal Funds that Are Permitting Anarchy, Violence, and Destruction in American Cities*;
- *Executive Order on Protecting American Monuments, Memorials, and Statues and Combating Recent Criminal Violence* (E.O. 13933); and
- [Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations](#) (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:

- Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),
- Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
- Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
- Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and
- Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

Note the U.S Flag branding and marking requirements in the Standard Terms and Conditions.

Additional branding requirements will be provided after award.

3. Reporting

Reporting Requirements: The recipient will be required to submit financial reports and program reports quarterly. The award document will specify how often these reports must be submitted. Applicants should be aware of the post award reporting requirements reflected in 2 CFR 200 Appendix XII—Award Terms and Conditions for Recipient Integrity and Performance Matters.

Foreign Assistance Data Review: As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact:

PhamPM@state.gov and cc Judson-JourdainGN@state.gov.

H. OTHER INFORMATION

Guidelines for Budget Justification

Personnel and Fringe Benefits: Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the program, and the percentage of their time that will be spent on the program.

Travel: Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program involves international travel, include a brief statement of justification for that travel.

Equipment: Describe any machinery, furniture, or other personal property that is required for the program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least \$5,000 per unit.

Supplies: List and describe all the items and materials, including any computer devices, that are needed for the program. If an item costs more than \$5,000 per unit, then put it in the budget under Equipment.

Contractual: Describe goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the program activities.

Other Direct Costs: Describe other costs directly associated with the program, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All “Other” or “Miscellaneous” expenses must be itemized and explained.

Indirect Costs: These are costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68.

“Cost Sharing” refers to contributions from the organization or other entities other than the U.S. Embassy. It also includes in-kind contributions such as volunteers’ time and donated venues.

Alcoholic Beverages: Please note that award funds cannot be used for alcoholic beverages.